

RFP Bid Document for official newspaper status, Town of Southeast, Putnam County, NY

Introduction:

It is the intent of this RFP to secure serves of a qualified bidder to establish advertising rates in adjudicated newspapers with at least a countywide circulation within Putnam County, NY and to use such newspaper(s) to publish miscellaneous advertisements, job advertisements, and legal notices/advertisements for the Town of Southeast, NY. Successful bidder must meet NYS requirements to be considered an "official Newspaper"

Background:

The Town utilizes newspaper related services on a continuing recurring basis. The Town does not guarantee any specific amount and shall not be held responsible for any deviation in the volume of its advertising business.

Contract terms

The Contract term shall be for a period of one (1) year. The start date will commence on approx. March 1, 2011, ending on March 1, 2012.

Requirements:

Please indicate the area covered by your distribution.

What is the delivery method for your publication?

How often is your newspaper published?

What is the approx. amount of your readership?

The Town intends to communicate via e-mails using ms word and/or PDF's. Is that compatible with your newspaper?

How many days prior to print must material be received?

Please identify the number of character spaces (letters) that your publication has per line.

Please provide what the cost would be to print the attached legal notice in your publication